

APPLETON PLANNING BOARD
Meeting Minutes
January 14, 2019

Attending: Riley Fenner, Gary Roberts, David Kelley, Dan Wyman, Ed Carroll

Reviewed minutes from last month, made corrections, and approved them.

Ed reports that Select Board Chair John Fenner informed him that he has communicated with Colin Clark at the DEP and they scheduled a meeting at 10am at the Town Office to discuss concerns regarding the Town Map. The current map hasn't been notarized due to procedural complications at the time it was developed. The Planning Board agreed that Ed would attend to represent us in the discussion. Gary agreed to be an alternate participant if Ed could not attend.

Gary updated the Board on his research regarding Occupancy Permit Ordinances:

- Having an Occupancy Permit triggers the need for a building code.
- A Building Code would have to be up to standards set with the Maine Uniform Building and Energy Code (MUBEC).
- If we do want to proceed, we should have the town attorney write up a draft ordinance.
- Towns of less than 2000 residents are not required to have an Occupancy Permit.
 - 2001 to 3999 residents requires meeting State fire and safety codes.
 - More than 4000 residents requires meeting MUBEC

Gary agreed to write up a summary of our findings to forward to the Select Board.

Ed raised a question regarding Lot Specification and Building Permit Ordinances. He wonders if there should/could be a requirement that the Code Enforcement Officer return to the building site to see the finished project? The concern is that people could build above or below the agreed upon plan after getting the permit.

Riley reported on his research regarding towns that have a Renovation Permit:

- Found that Union has a Renovation Permit that appears vague and difficult to enforce.
- Union has moved to a Comprehensive Land Use Ordinance that encompasses many of the issues that we have separate ordinances for.
- Riley will continue to investigate, looking for further examples from other towns.

Riley reports that he found a notice that the State wants towns to update their Subdivision Ordinances to align with State standards.

- One part of this would include a structure divided into 3 or more dwelling units.
- Ed will review the Riley's email regarding Subdivision Ordinances. He will consult with MMA and report back to the Board in our February meeting.